HOW TO TAKE A MOODLE QUIZ

1. In the ACTIVITY block click on quizzes.

![Activities](image1)

2. From Quiz Index Page, click on the name of the quiz you want to attempt.

![Quiz Index](image2)

3. The QUIZ PAGE will appear.
   a. Read and follow quiz instructions.
   b. To start the quiz, click ATTEMPT QUIZ NOW.

![Quiz Page](image3)
4. After you click on Attempt quiz now:
   a. You will be asked to CONFIRM the quiz attempt.
   b. Click on START ATTEMPT to continue to quiz
   c. Click CANCEL to end attempt.

5. After you confirmed to start attempt:
   a. The Quiz Questions and a Quiz Navigation block will appear.

6. QUIZ QUESTIONS
   a. Read the question and select an answer.
   b. Click NEXT to continue to next question.
7. QUIZ NAVIGATION BLOCK
   a. Shows how many questions are on the quiz. It keeps track of the questions you have answered and it provides a link, Finish attempt, to submit quiz.

8. After you have answered all the quiz questions select Finish attempt.
   a. Review the quiz before YOU SUBMIT.
   b. Check that all questions status indicate ANSWER SAVED.
   c. Click on Submit all and Finish to continue to submit quiz.

9. After you click on submit all and finish, you will be asked to CONFIRM quiz submission.
   a. Click on Submit all and finish to continue to submit quiz for grading.
   b. Click on Cancel to stop quiz submission process.
10. After the quiz has been submitted, a final review of the quiz will appear.
   a. The final review displays the grade and start and end time of the quiz.
   b. Click on Finish review to END the quiz.

11. After you End the quiz a Summary of the previous attempt will appear.
   a. Click Back to the course to return to the class main page.

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